

# **CABINET**

## **MINUTES AND DECISION RECORD**

18 March 2013

The meeting commenced at 9.30 am in the Civic Centre, Hartlepool

### **Present:**

The Mayor, Stuart Drummond - In the Chair

Councillors: Cath Hill (Children's and Community Services Portfolio Holder)  
John Lauderdale (Adults and Public Health Services Portfolio Holder)  
Paul Thompson (Finance and Corporate Services Portfolio Holder)

Officers: Dave Stubbs, Chief Executive  
Andrew Atkin, Assistant Chief Executive,  
Chris Little, Chief Finance Officer  
Alyson Carmen, Legal Services Manager  
Denise Ogden, Director of Regeneration and Neighbourhoods  
Sally Robinson, Assistant Director, Prevention, Safeguarding and Specialist Services  
Louise Wallace, Director of Public Health  
Chris Hart, Drug and Alcohol Manager  
Alistair Rae, Public Relations Manager  
David Cosgrove, Democratic Services Team

### **186. Apologies for Absence**

None.

### **187. Declarations of interest by Members**

None.

### **188. Minutes of the meeting held on 4 March 2013**

Confirmed.

### **189. Council Plan 2013/14** *(Corporate Management Team)*

#### **Type of decision**

Budget and Policy Framework.

#### **Purpose of report**

To enable Cabinet to consider and comment on the proposed 2013/14

Council Plan prior to submission to Council for approval.

**Issue(s) for consideration by Cabinet**

The Finance and Corporate Services Portfolio Holder submitted the proposed 2013/14 Council Plan, setting out how the Council proposed to deliver the priority outcomes. The plan contains the Key Performance Indicators and targets, where available, which would be used to monitor progress throughout 2013/14. As in previous years, detailed proposals had been considered by each of the Scrutiny Forums in January with the plan updated which to take into account the issues raised at those Forum meetings.

The Portfolio Holder commented that in future, under the new governance arrangements, progress against the plan will be reported to the Finance and Policy Committee.

**Decision**

That the Council Plan, 2013/14 is approved for submission to Council for adoption on 11 April 2013.

**190. Youth Justice Strategic Plan 2013-14** (*Director of Child and Adult Services*)

**Type of decision**

Budget and Policy Framework.

**Purpose of report**

To set out proposals for the strategic planning of local Youth Justice Priorities in Hartlepool for 2013-2014.

**Issue(s) for consideration by Cabinet**

The Assistant Director, Prevention, Safeguarding and Specialist Services reported on the development of the local Youth Justice Strategic Plan for 2013/14. The 2012- 2013 Youth Justice Plan had been comprehensive and it was envisaged at this stage that many of the key strategic objectives, previously established for Youth Justice, will be rolled over into 2013-14 with only minor modifications. The local Youth Justice Strategic Plan will summarise each of the key service priorities and actions for 2013 – 2014 and will establish responsibility across the Youth Offending Service and the Youth Offending Strategic Board for taking each improvement activity forward within agreed timescales. The local planning framework incorporates input from Children's Services Scrutiny Forum (16th April 2012), alongside the opportunity for Cabinet to comment on the plan as part of the decision-making process.

Cabinet noted that one of the 'Risks to Future Delivery' highlighted within the report was ensuring that the Youth Offending Service had the capacity and capability to deliver effective youth justice services and questioned if the Assistant Director saw this as an issue for the service now. The

Assistant Director indicated that the plan would address the impact of the budgetary pressures on the service. There had been an 8% reduction in grant for 2013-14 which was being managed by the service, however there would be service delivery issues if the grant was cut by similar levels in future years.

**Decision**

That the process for the development of the Youth Justice Strategic Plan for Hartlepool 2013 – 2014 and for referral to the Children's Services Scrutiny Forum be approved.

**191. Final Draft of the Joint Health and Wellbeing Strategy** *(Director of Public Health)*

**Type of decision**

Key decision CAS006/13, test (i) and (ii) apply.

**Purpose of report**

The purpose of this report is to present to Cabinet the final draft of the joint Hartlepool Health and Wellbeing Strategy (JHWS) for agreement.

**Issue(s) for consideration by Cabinet**

The Director of Public Health reported that the NHS reforms required the Local Authority with partner agencies including the NHS to develop a joint Health and Wellbeing Strategy based on the Joint Strategic Needs Assessment (JSNA). The final strategy must be adopted by April 2013. The strategy should focus on not only protecting the health of the population but improving it through a range of evidence based interventions. The strategy is based on the Marmot Report (2010).

The Director briefly highlighted the changes made to the previous draft of the strategy presented to Cabinet. Further detailed work was ongoing with partners on the finalisation of the action plan for the strategy.

The Mayor questioned the future governance of the Strategy following its adoption by Council and which bodies had responsibility to carry the recommendations through and who would be seen as responsible authority if something went wrong. The Director commented that from an organisational perspective, the Strategy required the full support not only of the Council but the partner health organisations and in particular the local Clinical Commissioning Group (CCG). The Chief Executive commented that all partners would be responsible for the strategy and within the Council direct responsibility would be delegated down to the Finance and Policy Committee.

**Decision**

That the final version of the Hartlepool Health and Wellbeing Strategy be approved for submission to Council for adoption.

## **192. Three Borough Report** *(Corporate Management Team)*

### **Type of decision**

Key Decision tests (i) and (ii) apply. Forward Plan Reference No CAS 129/12.

### **Purpose of report**

This report and the Business Case appearing at the Appendix ('the Business Case') set out a proposed approach to delivering full collaboration of people services functions including children's social care, adult social care and education services ('the People Services'), across Darlington, Hartlepool and Redcar and Cleveland Borough Councils.

### **Issue(s) for consideration by Cabinet**

The Chief Executive outlined the extensive work that had been undertaken and the benefits which have already arisen as a result of the work undertaken to date through the collaboration work with Darlington, Hartlepool and Redcar and Cleveland Borough Councils.

The Business Case submitted with the report demonstrated that collaboration was viable through the implementation of a shared People Services management structure across all three Councils, with frontline services being delivered through a mixture of geographical and functional teams as appropriate.

As well as having the potential to deliver total savings in the region of £1.4m, this approach will help to protect the delivery of services to the most vulnerable people in the three Boroughs and provide a means to address resilience issues associated with the unavoidable savings plans that each Council must implement. It would also enable each Council to retain its sovereignty of decision making.

The Business Case concluded that Model 3b represents the most appropriate mechanism for achieving full collaboration of People Services on all functions, establishing a single People Service across the three Authorities, with shared Directors and with Assistant Directors operating on a geographical basis. Careful analysis identified this approach as being the most desirable for delivering People Services Collaboration in a controlled, realistic fashion.

The Chief Executive commented that the financial situations in the three borough councils did mean that they were at 'differing positions'. Hartlepool needed to make its own savings to make to meet the government's spending review. While the process of collaboration should be progressed, the local situation would need to be addressed first.

The Mayor commented that politically, there had been complete 'buy-in' from all three authorities, yet all three authorities did not appear to be at the same point in time. The Mayor questioned if all three Chief Executive's had

the same commitment to the process. The Chief Executive commented that the authorities were in very different positions to that of two years ago when the process of collaboration had started. The report gave an accurate position statement and way forward. The Chief Executive stated that there may be need to be a rethink of some of the issues involved in the form of collaboration that was taken forward but there was still the potential for the authorities to driven towards collaboration.

Cabinet discussed the current position of the collaboration proposals between the three authorities and the political ramifications of the proposals not being taken forward. The Chief Executive indicated that representatives from the three authorities would be meeting senior civil servants from the Department of Communities and Local Government to discuss what central support may be available.

Cabinet expressed some concerns at the current collaboration arrangements with the sharing of an Assistant Director and a view was expressed that in the future the collaborative arrangements may have to be on an ad hoc basis. The Mayor considered that if the issue of sharing Directors across the three authorities was not going to be taken forward then the whole process may need re-evaluating. The Chief Executive stated that while there were concerns, there were positive results and collaboration should be carried forward as a positive solution to some of the issues all local authorities were facing.

### **Decision**

1. The Business Case, establishing the viability of People Services collaboration of between Darlington, Hartlepool and Redcar and Cleveland Borough Councils be approved.
2. That following the outcomes of local savings plans, Cabinet receive an implementation plan setting out proposals for full People Services Collaboration.
3. That approval be given to the general governance arrangements for the oversight and strategic direction of the project comprising Leaders, Lead Members, Chief Executives and Directors of People Services (or equivalent Director, according to the naming convention used by each Council), meeting as appropriate.

## **193. Adult Substance Misuse Plan 2013-14** (*Director of Public Health*)

### **Type of decision**

Key Decision test (i) and (ii)) Forward Plan Reference No.CAS002/13.

### **Purpose of report**

The purpose of the report is to seek approval for drug and alcohol activity

which forms the Hartlepool Adult Substance Misuse Plans for 2013 – 2014.

**Issue(s) for consideration by Cabinet**

The Drug and Alcohol Manager reported that the Safer Hartlepool Partnership (SHP) was responsible for the strategic lead and implementation of the national strategies, with the aim of preventing and supporting individuals misusing illicit substances, whilst assisting those harmed by drugs and alcohol misuse for example families, children and the wider community.

As from April 2013 there were significant changes to the NHS with the Local Authority assuming responsibility for Public Health including drug and alcohol responses. Primary Care Trusts would cease and the functions of the National Treatment Agency will rest with Public Health England. There would be need for robust relationships with the local Health and Wellbeing Board and Clinical Commissioning Group who would also have an interest and some shared responsibilities for determining drug and alcohol treatment systems and resources.

The coalition governments new drug strategy (2010) changed the focus of substance misuse treatment from maintenance to one of recovery and this led to the re-commissioning of most of Hartlepool's service provision with new services delivered from April 1st 2012.

The report set out details of the current situation in Hartlepool and the strategic priorities for 2013/14. The ring fenced public health grant will be the main source of funding for substance misuse for 2013-14 at similar to 2012-13 levels, but thereafter the budget position is likely to need reviewing against wider health determinants not least alcohol.

Cabinet Members expressed concern at the current situation with only one hospital treatment bed available for those with alcohol dependency. The Drug and Alcohol Manager indicated that that bed was only through local agreement and not on a commissioned basis. There were around eight beds for those with drug dependency problems to receive treatment. The Director of Public Health commented that while the CCG as commissioners recognised the level of alcohol problems, there was an issue of making sure the levels of funding were there. In terms of need and what was available, the two did not match at all.

**Decision**

That the Safer Hartlepool Partnership Adult Substance Misuse Plan 2013-14 be approved as the local strategic programme of activity to tackle drug and alcohol misuse in Hartlepool and the performance management framework with Public Health England.

**194. Community Safety Service Review of CCTV Camera Locations** *(Director of Regeneration and Neighbourhoods)*

### **Type of decision**

Non-key decision.

### **Purpose of report**

The purpose of this report is to inform Cabinet of the results of the Community Safety CCTV Service camera location justification review, and as a result of the findings of this review, to make recommendations regarding the decommissioning of some Community Safety CCTV cameras.

### **Issue(s) for consideration by Cabinet**

The Director of Regeneration and Neighbourhoods reported that CCTV was a well-recognised tool in the detection and prevention of crime and could provide reassurance to communities. A key recommendation in a report agreed by Cabinet on 4th October 2012, was the need to undertake an annual Community Safety CCTV Service camera location justification review, to ensure that the continuing use of cameras in the town, remained in compliance with several legislative and statutory codes of practice governing the use of CCTV systems, and local CCTV Protocols revised to reflect the national statutory requirements agreed by Cabinet at the same meeting.

An annual justification review of the Councils CCTV System had now been undertaken in accordance with the aforementioned national and local requirements. The results of this review were that 13 cameras have been identified for decommissioning and details of these were set out in the report.

Cabinet Members expressed concern at the proposals and considered that the six cameras in the Headland and Harbour and Seaton Wards should be retained. A Cabinet Member indicated that the police had commented to Members the previous year regarding the effectiveness of the camera at the Seaton Front / Station Lane junction in tackling problems of underage drinkers particularly after events such as the fire works display. Past investment in Seaton Park from the Friends of Seaton Park Group had been destroyed by vandals and the retention of the camera was key to any further works.

The Director commented that in each of the thirteen areas covered by the cameras recommended for removal, crime and anti-social behaviour had fallen significantly. The majority of cameras had been installed in 2002, however since then we have seen the introduction of Neighbourhood Policing, PCSO's and the further crime prevention measures had addressed many of the problems of the past. The Police had been consulted on the proposed removals and had not indicated any support for any camera to be retained.

The Director stated the legislation and Codes of Practice prohibit the installation and continuing deployment of CCTV cameras purely on the basis that it is possible, affordable or has public support. In other words

there must be objective evidence to demonstrate that the deployment of CCTV continues to be 'necessary' within the Codes of Practice - the local CCTV protocols adopted by Cabinet in October 2012 reflect the need to demonstrate frequent, serious, Anti-Social Behaviour or crime in an area when determining its continued use.

Costs had not been a consideration for removing any of the cameras, but would become an issue as most of the cameras needed replacing. In the case of cameras near shopping parades, stores needed to provide their own cameras to deter against shop-lifting and vandalism. The cameras on their own could not be seen as the reason for the reduction in crime and antisocial behaviour; community policing and other crime prevention measures had also had an effect and these would remain. There were over 132 cameras in Hartlepool the majority remained justifiable and this review had identified the decommissioning of thirteen. The Council also had at its disposal three mobile cameras that could temporarily be deployed to respond to emerging issues in hotspot areas or used in large public events.

### **Decision**

That the decommissioning of the thirteen identified CCTV cameras be approved.

## **195. Civic Lottery Fund 2012-13 Grant Applications 3rd Round** *(Director of Child and Adults)*

### **Type of decision**

Non-key Decision.

### **Purpose of report**

The purpose of this report is to advise and seek approval for the 3rd round of Civic Lottery Fund Grant applications in the 2012/2013 financial year.

### **Issue(s) for consideration by Cabinet**

The Assistant Director, Prevention, Safeguarding and Specialist Services reported that the current criteria for eligibility and distribution from the Civic Lottery Grant Fund required the applications to be considered three times a year, in order that an overall view of applications can be obtained. One third of the balance will be distributed at each of the three meetings. Therefore the amount available for distribution at this meeting would be £4,641 plus the balance remaining from the previous funding round of £1,514 making the total available for distribution at this meeting £6,155.

Officers had considered each application and had assessed each one on its own merits. Officers had taken into consideration whether the group had any other funding in place, and any opportunities for raising other funding to match a grant made available from the Civic Lottery, before making any recommendation. Specific criteria relating to team activities states that up to a maximum of £300 may be awarded to any team/club/group as a contribution towards running costs. The total sum sought in Round 3 was



£14,113. Details of all recommendations were set out in Appendix 2 to the report.

**Decision**

1. That grant aid to those organisations as recommended in Appendix 2 to the report be approved.
2. That the withdrawal of the application from Heugh Gun Battery Trust as the Trust had received funding from the Community Pool and Members Ward budgets be noted.
3. That any uncommitted balance of Round 3 allocation to be carried forward to the next financial year of the Civic Lottery Grant Fund 2013/14.

**196. Public Health Transition Plan – Progress Report**

*(Director of Public Health and Chief Solicitor)*

**Type of decision**

Non-key Decision.

**Purpose of report**

The purpose of the report is to provide an update on the progress of implementing the Public Health Transition Plan that was agreed by Cabinet in March 2012 and to consider the recommendations contained within paragraph 5 of this report to facilitate this transition.

**Issue(s) for consideration by Cabinet**

The Adults and Public Health Services Portfolio Holder outlined the progress and key issues in the implementation of the Public Health Transition Plan for Cabinet's information. The Director of Public Health highlighted the hosting of the Tees Valley Public Health Service by Redcar and Cleveland Borough Council, the agreement by the Leaders and Mayor's Group to re-commission Fresh and Balance across the Tees Valley, and the proposed delegations to the Chief Solicitor to sign appropriate commissioning agreements and to receive such due diligence information under the statutory transfer order relating to public health from the Primary Care Trust.

**Decision**

1. That the content of this report and progress documented in the public health transition plan be noted, with particular reference to the establishment of the Health and Well Being Board.
2. That the delegated authority for the Chief Solicitor to sign the Service Level Agreement for the shared public health service between Hartlepool Borough Council and the other Tees Valley authorities with Redcar and Cleveland Borough Council as 'Lead Authority' be approved.

3. That the delegated authority for the Chief Solicitor to sign the Service Level Agreement between Hartlepool Borough Council and other partnering local authorities with Durham County Council as 'lead Authority' for the provision of the FRESH and Balance service be approved.
4. That the delegated authority for the Chief Solicitor to formally receive and sign the statutory Transfer Scheme Orders for all staff, contracts and assets transferring from NHS Hartlepool to Hartlepool Borough Council be approved.
5. That the Director of Public Health for Hartlepool be authorised to take the position of co-chair of the Local Health Resilience Partnership for Country Durham and Tees Valley.

**197. Neighbourhood Planning (Update)** (*Director of Regeneration and Neighbourhoods*)

**Type of decision**

None, the report was for Cabinet's information only.

**Purpose of report**

To update Cabinet on the current position of Neighbourhood Planning in Hartlepool and to note an amendment to the reporting and decision making (in relation to designation of Neighbourhood Plan boundaries) process.

**Issue(s) for consideration by Cabinet**

The Director of Regeneration and Neighbourhoods reported that Neighbourhood Planning was central to the Coalition Government's Localism Act 2011. It was intended to give local people greater ownership of plans and policies that affect their local area, and to provide communities with the opportunity to develop a community-led framework for guiding the future development, regeneration and conservation of an area. Two Neighbourhood Plans were being developed in Hartlepool, the Hartlepool Rural Plan and the Headland Neighbourhood Plan. The report gave an update on the development of both plans.

The Director indicated that in addition to the Neighbourhood Planning reporting and decision making process that was reported to Cabinet in September 2012, it was recommended that measures should be implemented to formalise the reporting procedure in relation to the designation of the boundary; this should encompass reporting the proposed Neighbourhood Plan boundary to Planning Committee for information prior to a formal designation being made by a delegated Officer (in this instance the Planning Services Manager).

**Decision**

1. That the progress in relation to Neighbourhood Planning in Hartlepool

to date be noted.

2. That the amendment to the reporting and decision making process in relation to designation of Neighbourhood Plan boundaries be noted.

## **198. Ring Fenced Public Health Grant** *(Author)*

### **Type of decision**

None, the report was for Cabinet's information only.

### **Purpose of report**

The purpose of this report is to present to Cabinet the detail of the ring-fenced public health grant that will be awarded to Hartlepool Borough Council from April 2013. This grant is to support the Local authority in discharging the new health responsibilities it will assume on 1st April 2013 as a result of the Health and Social Care Act 2012.

### **Issue(s) for consideration by Cabinet**

The Adults and Public Health Services Portfolio Holder reported that the ring-fenced public health grant had been allocated for 2 years covering financial years 2013/14 and 2014/15. The ring-fenced allocation for Hartlepool Borough Council is £8.255 million for 2013/14 and £8.486 million for 2014/15. The 2013/14 allocation was based on 2010/11 outturn for Public Health deemed to be applicable to Local Authority transfer of functions, uplifted to 2012/13 prices, and then further adjusted to reflect a number of changes.

The adjusted value was then used as the basis for applying the revised Advisory Committee on Resource Allocation (ACRA) formula, to establish a formula that is used to establish the 2014/15 allocation (and we can assume future years) with the intention to normalise the Public Health allocation towards a national average spend (target spend), within a given capped budget, using growth to reallocate over a protracted pace of change. The new ACRA formula takes into account the consultation responses in August 2012 that Cabinet contributed to, and has been adjusted.

The guidance indicates that ACRA wishes to build on the formula for future years and it is likely that there will be future reductions in the public health grant to bring the allocation in line with the target spend per head of population which for Hartlepool at the end of 2014/15 will be 22.3% over target. The indicative grant will be £91 per head, with target of £75 per head. The pace of change to target spend per head is currently unclear. However, based on these projections there is a potential reduction of £1.9 million from 2015/16.

The Director of Public Health commented that a further detailed report would be brought to Members in the near future. There was concern at the potential pace of change towards the reduced target grant and it was likely that this would be quicker than we would wish it to be. The transfer of

spending to local authorities from the previous health providers was a complex issue with finance being split in three different directions at some points. There was a need for the local authority new commissioners to ensure there was no duplication of spending.

The Mayor indicated that he believed the transfer of public health spending to local authorities to be one of the few positives from the coalition government. The funding levels were only guaranteed for the next two years and after that the rate of reduction to the government's target grant of £75 per head of population could become a further spending reduction problem for the authority to deal with at the same time as those directed by the comprehensive spending review. The Chief Executive stated that the reduction in the target grant would be equivalent to a 20% cut in public health spending which placed significant pressures on the local authority.

#### **Decision**

1. That the two year allocation for public health in Hartlepool in 2013/14 and 2014/15 be noted.
2. That Cabinet notes that the grant is issued with clear conditions, set out in Appendix 1 to the report, which local authorities must demonstrate in order to receive the quarterly allocation.

### **199. Local Government (Access to Information) (Variation) Order 2006**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute Title (Author) - This item contained exempt information under Schedule 12A Local Government Act 1972, namely

### **200. Corporate Restructure** (*Chief Executive*) This item contained exempt information under Schedule 12A Local Government Act 1972, namely

#### **Type of decision**

Key Decision – Test i applies. Forward Plan Reference CE55/12

#### **Purpose of report**

This report is to make recommendations to Cabinet in respect of the Chief Officer structure of the Council for 2013/14 and 2014/15.

#### **Issue(s) for consideration by Cabinet**

The Chief Executive reported on the changes made to the senior

management structure of the council over recent years. Since his appointment, the Chief Executive indicated that the Corporate Management Team had taken the opportunity to further review the authority's management structure. The intention is to make changes where it would add value, and for these changes to be carried out through a managed and phased process which minimises disruption and periods of uncertainty.

The Chief Executive went on to outline the temporary arrangements in place for the Director of Child and Adult Services post. The temporary arrangements that had been in place for the last 18 months had worked because of the exemplary nature and performance of the people who have been undertaking these roles. It has always been viewed as being a temporary arrangement and the Chief Executive recommended that the Authority commence the process for the recruitment to this post as soon as possible.

In relation to his department, the Chief Executive recommended that the Chief Customer and Workforce Services Officer post be removed from the structure and that the Council await the collaboration proposals in respect of Corporate Services and to ascertain what, if any, strategic Human Resources advice needs to be sourced from within the Tees Valley. If this was supported, the changes to responsibilities within the department were set out in the report. The Chief Executive highlighted that there was a fundamental in-depth review being undertaken at present by the Assistant Director (Resources) into all aspects of our face to face contact and interaction with the public, particularly in light of the current Welfare Reforms, which may have an impact on this functional structure during 2013/14.

Within the Child and Adult Services Department it was proposed that the Chief Officer post designated Head of Planning and Development, which currently reported to the Assistant Director (Performance and Achievement), be deleted from the establishment. As this post was funded from Reserves until 2015 there would not be an ongoing General Fund revenue saving. This proposal would reduce the call on the earmarked reserve earlier than previously anticipated. The changes to responsibilities from these changes were detailed in the report.

The report also set out the current structure within the senior management of the Regeneration and Neighbourhoods department and the structure relating to the Director of Public Health following the transfer of public health responsibilities to the authority.

The Chief Executive then went on to outline the proposals for 2014/15 across the senior management of the three departments. In the Chief Executive's department there were no any functional changes during this period but there would be a review of all services within the Department and where appropriate consideration would be given to any review of service provision and Officer structure in order to streamline that provision and to achieve efficiencies which would contribute to the substantial level of

savings needed in this current and future years.

In the Child and Adult Services department it was recommended that the number of Divisions within this Directorate be reduced from four to three with the functions shared out across all three Departments.

In the Regeneration and Neighbourhoods Department it was recommended that the number of Divisions within this Directorate be reduced from three to two with the functions reallocated to the remaining two Divisions with some functions within this Department possibly reverting to the Director of Public Health.

The Chief Executive indicated that as Members were aware, Chief Officer posts were scheduled to be re-evaluated every three years. Because of uncertainties in respect of collaboration, political structure and the financial climate the review due in April 2012 was not carried out. However, based on the proposals set out in this report the North East Regional Employers Organisation had carried out a re-evaluation of the banding for each Assistant Director/Chief Officer post in the Authority and the results of this job evaluation are set out in the exempt Appendix A to the report.

The Chief Executive stated that currently each Directorate had two deputies and with the considerable reduction in numbers of Assistant Directors it was recommended that the positions of Deputy be removed other than the Deputy S151 Officer and the Deputy Monitoring Officer and in the event of a Director being unavailable then depending on the function requiring a decision the appropriate Assistant Director be authorised to make that decision.

The principles of implementation of the proposals reflected the Council's previous approach to change management. This had included:

- Confirming employees in posts on the structure where there is limited or no change to duties and responsibilities.
- Slotting in current employees where the post on the new structure is deemed comparable but not the same.
- Early retirement and voluntary redundancy applications from Chief Officers.
- Application of salary grades from the date new responsibilities transferred.

The proposals in relation to this were set out in Appendix B in the exempt section of the report.

Implementation of the proposed Chief Officer Structure was scheduled to take place on Monday 22nd April 2013 following Cabinet (18th March 2013) and Council (11th April 2013) approval. All Chief Officers had been consulted as part of the review and restructuring proposals. To-date no alternatives to redundancy have been found.

Notice of redundancy was scheduled to be given to the employee following approval by Cabinet (18th March 2013) and Council (11th April 2013). During the notice period all individuals would continue to be registered under the Compulsory Redundancy Redeployment Procedure where the Council would look to seek alternative employment. If this was successful then the redundancy notice would be retracted.

The Chief Executive stated that the proposals suggested would produce a net General Fund financial saving in respect of Chief Officers in 2014/15 of £335k (£331k at the maximum of the grade). There would also be a one off cumulative saving of £170k for 2012/13 and 2013/14, net of back pay to the date duties and grades changed, which would need to be used to address the budget shortfall in the these and future years. The 2013/14 saving would be reduced slightly if the new structure was not implemented from 1st April 2013. However, the Chief Executive indicated that we cannot provide a safe and adequate service in all areas if we take this revenue saving in full.

Cabinet's discussions and comments are set out in the exempt section of the minutes.

### **Decision**

1. That Cabinet supports the appointment of a Director of Child and Adult Services.
2. That the removal of the posts for 2013/15 as set out in the report be approved.
3. That the functional structures for 2013/14, which will provide a permanent General Fund saving of £331k, be approved;
4. Cabinet notes that the authority cannot provide a safe and adequate service in all areas if the revenue saving is taken in full and a further report will be submitted to Members to address this issue and determine the net saving which can be taken to reduce the 2014/15 budget deficit.
5. That the removal of the role of Deputy Directors be approved.
6. That the gradings as set out in the Not for Publication appendix be approved from the dates detailed in the report.
7. That because this structure will service the new Governance arrangements, the report be referred to Council for approval.

The meeting concluded at 11.35 a.m.

**P J DEVLIN**

**CHIEF SOLICITOR**

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